

ASENBY PARISH COUNCIL

Annual Meeting – 27th May 2025

**Minutes of the annual meeting of the above-named Parish Council
held on Wednesday 27th May 2025 at 7:45pm
in Topcliffe and Asenby Village Hall
(Upper Meeting Room)**

Present:

Councillors: Malcolm Sollitt (acting chair), Josie Noble, Tim Rawden, Tom Miles

Parish Clerk: Colin Grimston

Members of the Public: None

1. ELECTION of CHAIR

- 1.1. Chair elected: Cllr Steve Gallon
- 1.2. New chair accepted office via email

2. ELECTION of VICE CHAIR

- 2.1. Vice Chair elected: Cllr Malcolm Sollitt
- 2.2. New vice chair accepted the office

3. WELCOME TO NEW COUNCILLORS/CLERK/RFO

The Chair welcomed new Councillor Josie Noble and confirmed Colin Grimston as Clerk going forward.

4. APOLOGIES and REASONS FOR ABSENCE

- 1.1. Apology from Cllr. Steven Gallon who was in Scotland.
- 1.2. Apology accepted.

5. DECLARATIONS OF INTEREST

- 5.1. No new declarations of interest.
- 5.2. No applications for dispensation

6. MINUTES

Minutes of the meeting held on Wednesday 26th March 2025 were confirmed.

7. END of YEAR – Audit, Governance and Accountability

7.1. To review and approve Annual Governance and Accountability Return for 2024-2025 (All documents on file):

- 7.1.1. Certificate of Exemption (AGAR Pg 3) was presented and accepted.
- 7.1.2. Internal Audit Report (AGAR Pg 4) was presented and accepted.
- 7.1.3. Annual Governance Statement (AGAR Section 1 Pg 5) was accepted.
- 7.1.4. Accounting Statements (AGAR Section 2 Pg 6) were presented and accepted.
- 7.1.5. Explanation of variances were presented and accepted.
- 7.1.6. Bank reconciliation was presented and accepted.
- 7.1.7. Notice for the exercise of public rights was noted.

Action: Clerk to display the notice for the exercise of public rights and add all documents in item 7.1 to the parish council website.

8. FINANCIAL MATTERS (as at 17th May 2025)

8.1. HSBC Community Account (*2139)	£ 2,102.75
HSBC Business Money Manager (*8257)	£ 9,513.58
Cash in hand	£ 0.00
TOTAL funds	£11,616.33
Of which is ringfenced/reserved	£ 4,085.00

8.2. The following payments and receipts are reflected in the above bank balances.

Payments to confirm since last meeting:

Elkerodge Services (Internal audit)	£ 168.00
YALC membership	£ 155.00
Imperative Training (Defibrillator paddles)	£ 92.94
Bank charges	£ 6.34

Receipts received since the last meeting:

North Yorkshire Council Precept	£ 4,050
Asenby Fishing Syndicate rent	£ 1,142

8.3. The following payments and receipts are NOT reflected in the above bank balances.

Payments approved:

SGS (Grass cutting – 4 x full cuts)	£1,257.60
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Funds to be received:

VAT reclaim (submitted 16 May 2025)	£ 974
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All financial matters accepted.

Action: Clerk to pay SGS.

9. New Grants

9.1. An update regarding new grants was shared by the Clerk.

Action: Clerk to share latest figures.

10. COUNCIL ADMINISTRATION

10.1. Date for next meeting: Wednesday 4th June 2025